Tabulator Inspector

- To ensure ballot secrecy, the voter must put the ballot back in the secrecy sleeve with the stub exposed when they leave the voting booth.
- Ask voter if they voted back and front side of ballot (if applicable)
- Verify the number on the ballot stub against the ballot number recorded on the Application to Vote
- Remove the ballot stub & Application to Vote
- Instruct the voter to feed the ballot into the tabulator – *like feeding a dollar into vending machine*
  - If the tabulator makes "unhappy" sound and returns the ballot, refer to the "Tabulator Script" on back
- Give voter "I Voted" sticker
- Put the Application to Vote on the spindle

SPECIAL Ballots Cheat Sheet

Sample Ballot (Yellow) **– Never** go in

AutoMARK Test Ballot – **Never** go in

Provisional **Envelope** Ballot – **Never** go in

Challenged Ballot – Go in tabulator

Provisional **Affidavit** Ballot – Go in tabulator"

Tabulator Error Message

When error sound occurs:
1) Please ask Voter to cover ballot
2) Review Message on Tape
3) Let voter know what caused the error, and options available like Spoil ballot and consequences for accepting ballot.

BALLOT JAMMED… = Ballot did not feed correctly
Remove jammed ballot – hold onto ballot until you perform a Ballot Balance Check:
E Poll Book Count – people voting = Tabulator Display

If jammed ballot has already been counted, place in ballot bin. If jammed ballot has not been counted, have voter feed in tabulator

OVERVOTED OFFICE = Voted for too many candidates for 1 or more office
If voter wanted ballot accepted, then VOTES FOR ANY OVERVOTED OFFICE will NOT be counted

UNVOTED BALLOT = Does not recognize any marking
If voter wanted ballot accepted, then NO VOTES WILL BE COUNTED AT ALL.

CROSS VOTED BALLOT = voted in more than 1 primary party (PARTISAN PRIMARY ONLY)
If voter wanted the ballot accepted, then NO VOTES IN THE PARTISAN SECTION WILL BE COUNTED.

DEFECTIVE BALLOT = ballot is not accepted
Check Precinct #. Please have voter try to refeed the ballot upside down, and backwards. Ballot can still be read in any direction. If error still occurs, refer voter to Ballot Inspector who will complete SPOILED BALLOT process.